



## **BID AWARD PANEL CONTRACT AWARD**

### **Award of Doc4542354412 to Professional PCO Services Inc. for Integrated Pest Management Services for Select City of Toronto Divisions**

**Date:** October 31, 2024  
**To:** Bid Award Panel  
**From:** Chief Procurement Officer  
**Wards:** All

#### **RECOMMENDATIONS**

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**The Chief Procurement Officer recommends that the Bid Award Panel grant authority to award the following contract:**

**Solicitation Number:**  
Request for Quotation Doc4542354412

**Description:**  
Integrated Pest Management Services for the following Divisions of the City of Toronto:

- Corporate Real Estate Management
- Toronto Water
- Municipal Licensing & Standards -Toronto Animal Services
- Solid Waste Management Services
- Transportation Services
- Toronto Shelter & Support Services
- Parks, Forestry & Recreation
- Seniors Services and Long-Term Care

Toronto Parking Authority also joined this solicitation, and they will execute a separate agreement on their terms.

The award is for an initial contract term of three (3) years, with the City's option to extend the contract for two (2) additional separate one-(1)-year periods. Should the option(s) be exercised, the respective Division Heads will request the Chief Procurement Officer to process the renewals under the same terms and conditions.

**Recommended Supplier:**  
Professional PCO Services Inc.

**Contract Award Value:**  
\$2,573,092 net of all applicable taxes and charges

\$2,907,594, including HST and all applicable charges  
\$2,618,378 net of HST recoveries

**The contract is expected to start on the date of award and end on October 31, 2027.**

**Option Year 1 - From November 1, 2027, to October 31, 2028:**

\$900,582 net of all applicable taxes and charges  
\$1,017,658, including HST and all applicable charges  
\$916,432 net of HST recoveries

**Option Year 2 - From November 1, 2028, to October 31, 2029:**

\$945,611 net of all applicable taxes and charges  
\$1,068,541, including HST and all applicable charges  
\$962,254 net of HST recoveries

**Total Potential Contract Award Value Including Option Years:**

\$4,419,285 net of all applicable taxes and charges  
\$4,993,792, including HST and all applicable charges  
**\$4,497,064 net of HST recoveries**

The above cost calculations reflect a five percent (5%) Consumer Price Index adjustment applied to the option years after the initial contract period.

## **FINANCIAL IMPACT**

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The total potential contract award identified in this report, including all option years, is \$4,419,285 net of all applicable taxes and charges and \$4,993,792 including all applicable taxes and charges. The total potential cost to the City, including all option years, is \$4,497,064 net of HST recoveries.

Funding for the initial term is available in the 2024 Operating Budget for Various City Programs, according to Attachment 1: Financial Impact Summary of Recommended Contracts. Additional funding for the remainder of the initial term will be included in their 2025-2027 Operating Budget Submissions. Additional funding is included in the 2024-2033 Capital Budget and Plan for Solid Waste Management Services. Should the City exercise the option(s) to renew for a further two (2) separate one (1) option year periods, then additional funding will be included in the 2027-2029 Operating Budget Submissions.

The Chief Financial Officer and Treasurer has reviewed this report and agrees with the financial implications.

## **SOLICITATION SUMMARY**

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**Solicitation Issued:** July 24, 2024  
**Number of Addenda Issued:** 3  
**Number of Bids:** 6

**Solicitation Closed:** September 6, 2024

Table 1: Summary of Bids Received\*

| Supplier Name                 | Bid Price (excluding H.S.T.) ** |                  |                  |                  |
|-------------------------------|---------------------------------|------------------|------------------|------------------|
|                               | On-Demand Work                  | Property Group 1 | Property Group 2 | Property Group 3 |
| Professional PCO Services Inc | \$367,565.00                    | \$208,928.00     | \$75,586.00      | \$78,060.00      |
| E-Safe Pest Control           | \$377,110.00                    | \$261,062.00     | \$135,714.00     | \$215,304.00     |
| Orkin Canada                  | \$589,910.00                    | \$429,053.00     | \$206,070.00     | \$428,820.00     |
| Helix Pest Control Inc        | \$651,570.00                    | \$304,810.00     | \$215,730.00     | \$127,620.00     |
| Abell Pest Control Inc        | \$3,207,913.00                  | \$613,730.00     | \$385,850.00     | \$204,520.00     |
| Pest Control Plus***          | Not Applicable                  | Not Applicable   | Not Applicable   | Not Applicable   |

\* Bid Price reflects the combined requirements of the City of Toronto and Toronto Parking Authority.

\*\* Bid Price is based on the quantity for the first year and does not include 20% contingency amount.

\*\*\*Supplier was declared non-compliant.

## DIVISION CONTACTS

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Scott Helsel, Manager, Facilities Sourcing, Corporate Real Estate Management, Telephone: 647-473-6170, Email: [scott.helsel@toronto.ca](mailto:scott.helsel@toronto.ca)

## COMMENTS

For the recommended contract award, the following requirements have been met:

a. the firm recommended for award is the Supplier with the lowest bid meeting specifications or the highest scoring Supplier based on the evaluation criteria included in the Solicitation and meeting the requirements of the Solicitation;

- b. the appropriate Division has reviewed submissions and found the price to be reasonable, within the available budget and concurs with the recommendation;
- c. the total contract value is less than \$20 million dollars (excluding applicable taxes), and the contract term is:
1. for a contract funded by the operating budget, 5 years or less, including any option years; or
  2. for a contract funded by the capital budget, within the projected term of the capital funding for the project as set out in the capital budget,

being within the authority of the Bid Award Panel;

d. the Solicitation document was advertised on the City's internet website, and bids or proposals were submitted electronically in Ariba; and

e. the Fair Wage Office confirms the recommended firm understands the Fair Wage Policy and Labour Trades requirements and has agreed to comply fully.

Additional details and information for the above Solicitations are on the file in the Purchasing and Materials Management Division.

## **SIGNATURE**

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Geneviève Sharkey  
Chief Procurement Officer

## **ATTACHMENTS**

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Attachment 1: Financial Impact Summary of Recommended Contracts  
Attachment 2: PF&R Additional Cost Centres